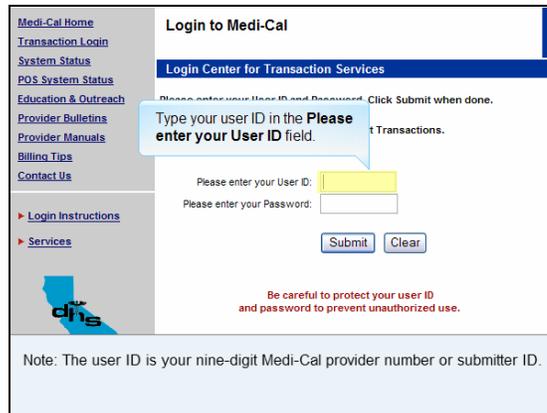


Internet Multiple Subscriber

Note: Information used to complete examples is fictitious.



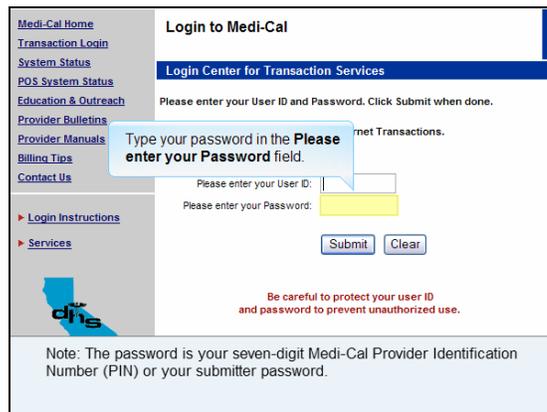
Click the **Transaction Login** link on the Medi-Cal Web site to log on to Transaction Services.



The screenshot shows the 'Login to Medi-Cal' page. On the left is a navigation menu with links: Medi-Cal Home, Transaction Login, System Status, POS System Status, Education & Outreach, Provider Bulletins, Provider Manuals, Billing Tips, Contact Us, Login Instructions, and Services. The main content area has a blue header 'Login Center for Transaction Services' and instructions: 'Please enter your User ID and Password. Click Submit when done.' Below this are two input fields: 'Please enter your User ID:' (highlighted in yellow) and 'Please enter your Password:'. There are 'Submit' and 'Clear' buttons. A red warning message reads: 'Be careful to protect your user ID and password to prevent unauthorized use.' A note at the bottom states: 'Note: The user ID is your nine-digit Medi-Cal provider number or submitter ID.' A callout box points to the User ID field with the text: 'Type your user ID in the Please enter your User ID field.'

Type your user ID in the **Please enter your User ID** field.

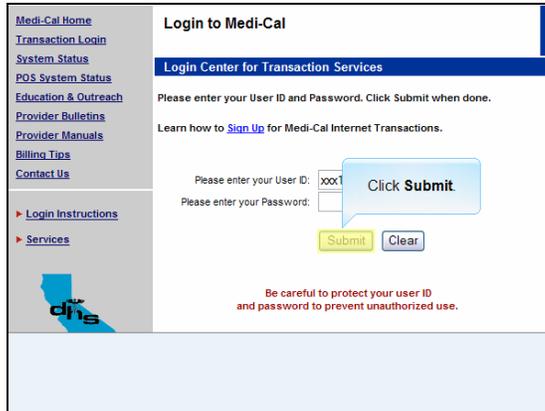
Note: The user ID is your nine-digit Medi-Cal provider number or submitter ID.



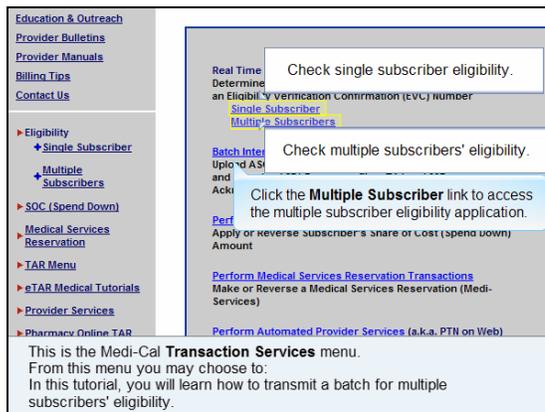
The screenshot shows the 'Login to Medi-Cal' page, similar to the previous one. The 'Please enter your User ID:' field is now filled with a yellow highlight. A callout box points to the 'Please enter your Password:' field with the text: 'Type your password in the Please enter your Password field.'

Type your password in the **Please enter your Password** field.

Note: The password is your seven-digit Medi-Cal Provider Identification Number (PIN) or your submitter password.



Click **Submit**.



This is the Medi-Cal Transaction Services menu.

Click the **Multiple Subscriber** link to access the multiple subscriber eligibility application.

From this menu you may choose to:

Check single subscriber eligibility.

Check multiple subscribers' eligibility.

In this tutorial, you will learn how to transmit a batch for multiple subscribers' eligibility.

There are two different eligibility pages that will appear depending on whether you have previously submitted an eligibility batch for the given provider number.

[Click if this is the first batch you have ever created for the provider number.](#)

[Click if you have previously created a batch for the provider number and are adding another batch.](#)

Choose an option.

There are two different eligibility pages that will appear depending on whether you have previously submitted an eligibility batch for the given provider number.

Click if this is the first batch you have ever created for the provider number.

Click if you have previously created a batch for the provider number and are adding another batch.

Choose an option.

Add Batch Eligibility Provider

You are logged in as : PROV_TEST My CA

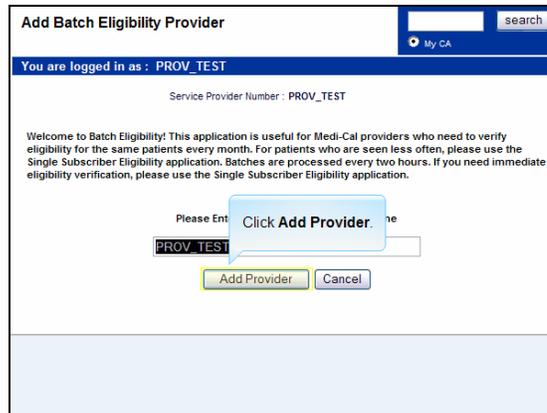
Service Provider Number : PROV_TEST

Welcome to Batch Eligibility! This eligibility for the same patients e Single Subscriber Eligibility appli eligibility verification, please use

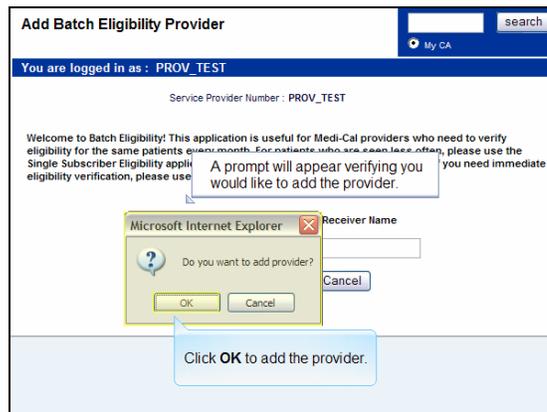
Type the provider name that corresponds with the provider ID number used to log on to Transaction Services in the **Please Enter the Information Receiver Name** field.

Please Enter the Information Receiver Name

Type the provider name that corresponds with the provider ID number used to log on to Transaction Services in the **Please Enter the Information Receiver Name** field.



Click **Add Provider**.



A prompt will appear verifying you would like to add the provider.

Click **OK** to add the provider.

Education & Outreach
 Provider Bulletins
 Provider Manuals
 Billing Tips
 Cont...

Service Provider Number : XXX123456
 Information Receiver Name : SMB test

Inactive batches will be deleted after 6 months.

Batch Title	Type	Date	Time
		11/01/2005	15:30:15
		11/04/2005	11:30:03
Beth Test	Web	11/02/2005	11:30:02
Beth2	Web	11/04/2005	11:37:54
DHS Demo updt	Web	03/18/2004	09:15:09
E.O. Test	Web	10/26/2005	13:35:01
E.O. test batch	Web	11/04/2005	10:28:13
E.O. test batch 2	Web	11/04/2005	11:00:08
H-I	Web	02/19/2004	12:00:04

Click the **Add Batch** link from the navigation bar on the left-hand side of the page.

In this tutorial, you will be adding a batch for submission.
 The List All Eligibility Batches page will be displayed, showing a list of batches.

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Click the **Add Batch** link from the navigation bar on the left-hand side of the page.